



## APPLICATION FOR ADMINISTRATIVE RELIEF

### Requirements for *Administrative Relief*:

- (1) If an applicant for an allocation award:
  - a. Who has complied with all requirement of the Permit Allocation System; and
  - b. Whose allocation application has not been withdrawn; and
  - c. Whose proposed development otherwise meets all applicable county, state, and federal regulations; and
  - d. Whose application has been denied an allocation award for four successive years in the Permit Allocation System, and fails to receive an allocation award, said applicant may apply to the board for administrative relief pursuant to the terms and conditions set forth herein.
- (2) An application for administrative relief shall be made on a form prescribed by the Director of Planning and may be filed with the Director of Planning no earlier than the conclusion of the third annual allocation period and no later than ninety (90) days following the close of the fourth annual allocation period.
- (3) Upon filing of an application for administrative relief, the Director of Planning shall forward to the board all relevant files and records relating to the subject applications. Failure to file an application shall constitute a waiver of any rights under this section to assert that the subject property has been taken by the county without payment of just compensation as a result of the dwelling unit allocation system.
- (4) Upon receipt of an application for administrative relief, the board shall notice and hold a public hearing at which the applicant will be given an opportunity to be heard.
- (5) The board may review the relevant applications and applicable evaluation ranking, taking testimony from county staff and others as may be necessary and hear testimony and review documentary evidence submitted by the applicant.
- (6) At the conclusion of the public hearing, the board may take the following actions:
  - a. Offer to purchase the property at fair market value. "Fair market value" shall be an amount which is no less than ad valorem valuation in the Monroe County Real Property Tax roll for the year 1992.
  - b. Permit the minimum reasonable economic use of the property. "Minimum reasonable economic use" means; as applied to any residentially zoned lot of record, which was buildable immediately prior to the effective date of the Plan, no less than a single-family residence.
  - c. Suggest such other relief as may be necessary and appropriate.



FOR DEPARTMENT ONLY

Date of filing with the Planning  
Director \_\_\_\_\_

**APPLICATION FOR  
ADMINISTRATIVE RELIEF**  
*Administrative Relief fee: \$760.00*

Applicant is: ☐ Owner ☐ Authorized Representative

Applicant's Name: \_\_\_\_\_

Applicant's mailing address: \_\_\_\_\_

Owner's name (if applicant is not owner): \_\_\_\_\_

Owner's address: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

\_\_\_\_\_  
(Please attach a statement authorizing representation of this application by someone other than yourself.  
The statement should read: "I, (owner's name) authorize (individual you are authorizing to represent you)  
to represent my property for this application for Administrative Relief"

RE# \_\_\_\_\_

Legal description (attach metes and bounds description if necessary): \_\_\_\_\_

Permit #: \_\_\_\_\_

Date of most recent ROGO application: \_\_\_\_\_

What kind of administrative relief are you seeking? \_\_\_\_\_

\_\_\_\_\_  
Additional Comments: \_\_\_\_\_

NOTARY:  
STATE OF FLORIDA

\_\_\_\_\_  
Applicant's Signature

COUNTY OF \_\_\_\_\_

The foregoing signature was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By \_\_\_\_\_ who is personally known to me or produced \_\_\_\_\_  
as identification.

My commission expires:

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Signature of Notary Public, State of Florida